

## Minutes

### Contoocook Village Precinct Monthly Meeting

May 1, 2012      **DRAFT**

There was a meeting of the Contoocook Village Precinct Commissioners on Tuesday May 1, 2012. The meeting was held at the Slusser Center and began at 7 PM. Bill Chapin, Tom Yestramski, Dick Strickford, Steve Clough, and Kathy Donohoe were present. Nate Glanville attended the meeting as a member of the public with an interest in civics.

Kathy went over financial issues. Bill will have to set up a password on the bank website, in addition to signing the required form, so that she can view the transactions on line. All three Commissioners can sign checks (mark's name has been removed from the account and Dick's has been added). It was agreed that any check over \$2,000 should have to be signed by two Commissioners. Steve and Kathy will try to time it so that checks over \$2,000 can be signed at the monthly meetings.

Kathy provided the year-to-date Profit & Loss statement and the General Ledger Report listing transactions for the month of April. She will email the bank balance when the statement comes in. Steve reviewed the revenue from water fees versus budget estimates. Projections were apparently based on 2010 and water usage has declined since then. Revenues will probably come in below estimates although they may be close if a lot of limited usage periods aren't necessary this summer. The Commissioners signed checks, the payroll report, and the billing report. Tom mentioned that Janet had inquired as to who the new Budget Committee Representative from the Precinct would be. That appointment will put on the June agenda. Kathy left the meeting at 7:30 PM.

The April Draft Minutes were discussed. Dick asked about the 2012 distribution system work. Steve has gone over the work with Scott Coen and it will be scheduled as soon as he is available. It was also mentioned that the two lines on Pinewood Drive should be connected but this project has been considered a low priority because both ends of the existing mains do have hydrants that can be used for flushing. Tom made a motion to accept the April Minutes, Dick seconded the motion, and they were approved 2-0 (Bill abstained because he was on vacation during the April meeting).

The Commissioners reviewed the next appropriate steps on the well field evaluation and the Main Street Reservoir Replacement projects provided by Mike Metcalf in response to their request. They decided that no further information was needed at this time on the well field evaluation. However, the next step on the reservoir project was endorsed. Dick will contact the owner of the property that would provide the easiest access to the proposed new site. Dick and Bill will try to talk to the owner before the next meeting. Once the access road issue is resolved the final plans can be developed so that a decision can be made on the project.

The Commissioners reviewed a letter from William Mark Turner asking for permission to put a lot that he owns on Bound Tree Road into the Contoocook Village Precinct so that he can have service from the Public Water Supply. This issue had been discussed briefly at last month's meeting. Dick provided some research on the subject of expanding Precinct boundaries. At the 2002 Annual Meeting

for the Contoocook Village Precinct the voters passed a motion, article 16a, that specifically prohibits the Commissioners from allowing any expansion of the boundaries, or any new water connections beyond the boundaries, for any reason until ratified by the voters at an Annual Meeting. The article also specifically refers to the NH RSA which governs the procedure for expanding Precinct boundaries.

The lot in question is a small residential house lot, with no other extenuating circumstances, so the Commissioners were all sympathetic to the request but could not find a way to approve it. They all felt that the vote was unnecessarily restrictive but that nonetheless it had taken place. They may consider asking voters to reverse the 2002 decision at the next Annual Meeting but that won't help on this request by Mr. Turner. Steve will draft a response to Mr. Turner for the Commissioners' approval.

Steve updated the Commissioners on the filter plant. It is running well although the pond is stirred up some and reducing production. It usually clears up from spring into summer. The controls could not be backed up so if there is a problem during high usage it would be fixable but would cause a major disruption. The control system, including hardware, can be upgraded for about \$30,000.

The April bills have gone out and there have been a reasonable amount of calls. There have been a few issues with the meter project but they should all be worked out within the next week. The 200 remaining service upgrades will probably start getting scheduled by next week. The software training can hopefully get started as soon as the project has successfully resumed.

Steve gave the Commissioners a copy of the 2012 Consumer Confidence Report to look over. If there are no comments he will get it mailed out a little early. It has to go out by law by June 30<sup>th</sup>. Dick asked if we could just post it to save the cost of mailing it. Steve responded that the CCR had to be posted, made available, and mailed. The state does make some mailing exceptions for very small systems but not for major community water systems like Contoocook's.

Dick informed the meeting that he has left the splashboard in at the Bear Pond Dam spillway and is keeping an eye on it. The water is going over it by a couple of inches but the reduced spillway shouldn't be a problem unless we get real heavy rain. The watershed looks good and there have been no problems or issues.

Bill adjourned the meeting at 8:45 P.M.

Steve Clough, Precinct Superintendent, drafted these minutes.